

DATE: October 15, 2001

TO: Region Engineers
Region Delivery Engineers
TSC Managers
Resident/Project Engineers
Region Office Engineers

FROM: C. Thomas Maki
Chief Operations Officer

Gary D. Taylor
Chief Engineer/Deputy Director
Bureau of Highway Technical Services

SUBJECT: Bureau of Highway Instructional Memorandum 2001-12
MDOT Bridge Inspection Quality Assurance and Quality Control Program

Bridge inspection is an integral component of MDOT's "Strategic Investment Plan for Trunkline Bridges," (dated May 14, 1998). The data gathered during these inspections are used as a measuring tool to gauge the rate of deterioration of the bridge network and as an apportionment tool in allocating funding. Additionally, the National Bridge Inspection Standards (NBIS) requires annual reporting of the inspection data by all of the states for the ultimate purpose of insuring public safety.

Consistent with the requirements of the NBIS, MDOT's Bridge Inspection Program must incorporate specific Quality Assurance/Quality Control (QA/QC) functions and procedures. All MDOT organizational units with bridge inspection responsibilities must implement QA/QC procedures as outlined here in.

The MDOT Bridge Inspection Quality Control and Quality Assurance Program consists of four components as follows:

- 1 The Statewide Bridge Inspection Engineer, the region bridge engineers and those responsible for bridge inspection will develop a Bridge Inspection QA/QC Manual that will serve as the reference document for all bridge inspection "quality" functions and set the statewide minimum performance standards for these inspections. A formal process for periodic revision and updating of the manual will be included.
- 2 Beginning in 2002, a Quality Assurance Team composed of the Statewide Bridge Inspection Engineer and two individuals from other region bridge inspection units will conduct a peer review

of each of the bridge inspection units. Thereafter, the Quality Assurance Team will conduct periodic reviews at an interval not to exceed four years for each region and the Construction and Technology Division's Bridge Operations Unit. The requirements for this review and the statewide minimum performance standard will be defined in the Bridge Inspection QA/QC Manual.

After this review, the Quality Assurance Team will identify those areas that are deficient when compared to the statewide minimum performance standards and suggest measures and a schedule to achieve the minimum standard. Details and specifics of the review will be reported only to the effected region or division administrator and staff. The Statewide Bridge Inspection Engineer will retain this list until the inspection unit reports corrective measures have been implemented.

- 3 The Statewide Bridge Inspection Engineer will report annually to the respective region engineers and the Engineer of Construction and Technology on the number and location of QA reviews conducted. It is the intent of the program that the information obtained during the review be kept confidential to the affected region.
- 4 Each division and/or region with bridge inspection responsibilities will develop and implement a Quality Control Program within their organization for day by day quality control. The Bridge Inspection QA/QC Manual will stipulate the minimum requirements for this program.

Chief Operations Officer

Chief Engineer/Deputy Director
Bureau of Highway Technical Services

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